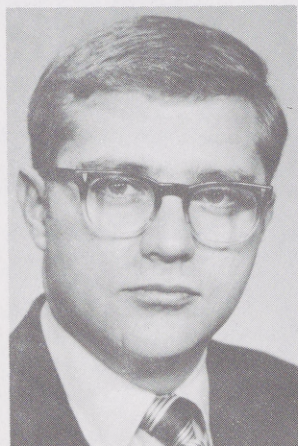


There was a FIRE here?

Fire fighters struggling to contain the Boulder fire in San Diego County last Sept. 28 can hardly believe the scene in this photograph. It shows Cuyamaca Peak lookout—which was in danger of burning when the flames came mighty close. Now, snow has blanketed the area and creates a winter wonderland of scenic beauty.—Photo courtesy of San Diego Union-Tribune Publishing Co.



A. Alan Hill

Department of CONSERVATION

Vol. 1, No. 6

Sacramento, Calif., February 1971

Deputy director

Al Hill replaces Mayfield

January and the new year produced surprises for the Department of Conservation, not the least of which was a change of deputy directors.

Deputy Director A. Alan Hill, although a surprise, came as no stranger; he had been closely associated with the department during two years as assistant to Secretary for Resources Norman B. Livermore, Jr.

The rather abrupt departure of John M. Mayfield, Jr., the department's deputy director since August 1968, was the result of his appointment as executive manager of the recently formed Western Developers Council, a 14-member association of leading companies creating and planning recreation-oriented residential subdivisions in California.

The 32-year-old Hill is the fourth deputy director of the department. He entered public service in February 1962 as assistant to former State Sen. John F. McCarthy of Marin County, serving in that capacity until December 1964.

Later, Hill was information officer for the Republican State Central Committee

and became assistant to Livermore in January 1969.

Hill, whose home is in San Rafael, received his AB degree from the University of the Pacific and has done graduate work at University of California and Golden Gate College.

Family

Hill and his wife, Jeanette, are parents of three sons—Andrew, 7; Timothy, 5; and Michael, 4.

The new deputy director is senior warden of Saint Paul's Episcopal Church in San Rafael and a church school teacher.

He is a member of the Commonwealth Club of California and enjoys golfing and camping.

Former deputy director Mayfield, 34, came to the department following nearly four years as a Mendocino County supervisor. He was board chairman when Director James G. Stearns tapped him for the deputy directorship.

Mayfield left the post briefly last spring while a candidate for the state board of equalization—a campaign he lost.

214,028

Tardy service award for Shasta's Meineken



By Charles R. Powers

REDDING—Asst. State Forest Ranger Henry C. (Hank) Meineken was belatedly presented with a 25-year service award at a recent Sierra-Cascade District ranger meeting.

Actually, Meineken had completed 25 years of service in 1967—but due to the many foibles in modern communications, he did not receive recognition at that time.

Hank started his career as a civil service fire fighter at the old Millville tent camp in 1941. He was promoted to forest fire truck driver in 1943 and entered the military service the same year.

Although wounded during World War II service, Hank was able to return to the Division of Forestry as a truck driver in the Shasta Ranger Unit in 1946. In 1947 he was promoted to foreman and in 1955 was transferred to the conservation camp program as a project foreman at Crystal Creek Camp.

In 1964 he received his assistant ranger appointment and was transferred to the Southern California Conservation Center.

After a year, Hank was able to return to northern California where he was assigned to the conservation camp center at Susanville. From here he was transferred to his present position at Intermountain Conservation Camp.

Tobe Arvola authors 'Journal' article

"A critical forestry issue in California is whether private forest practices should be regulated exclusively by the state or whether timber operations should also be controlled by agencies of local government."

So states Deputy State Forester Tobe Arvola in an article he wrote for the November 1970 issue of the *Journal of Forestry*.

"This situation is similar to a national controversy that arose 30 years ago over federal v. state regulation," Arvola recalls. "That issue remained a lively one for a decade and involved the Society of American Foresters, as well as the government, industry, and the public."

Dune buggy duty

PALM DESERT—Division of Forestry personnel joined a sheriff's task force here to combat the growing nuisance of dune buggies using public roads in the desert.

A hermit speaks out

She recalls 'war zone environment'

RIVERSIDE—Often letters are received by the Division of Forestry from persons grateful for the efforts by division fire fighters. Usually the letters are simple and brief and frequently in the flowing grace of a woman's handwriting.

Sometimes there is the exception—like the lengthy, typewritten letter received here in the office of Deputy State Forester Mike Schori.

The authoress is a self-described Buddhist "hermit"—Helene T. Arlington, who resides on Box Springs Mountain near Sunnymead.

Mrs. Arlington, in her two messages, methodically lists her points as she heaps praise on the firemen who saved her home—Noli Me Tangere Hermitage—last June.

Ironically, barely a month after Mrs. Arlington prepared her comments, her beloved home was again threatened by the Box Springs fire last Nov. 13. Although flames surrounded the place, "we were able to save her home," Schori reports.

Her letter, efficiently numbered "No. 508," for her own filing purposes, is directed specifically to Capt. Bob Linn of the Riverside County Fire Dept.; copies were sent to Ranger Elmer Chambers at Perris, headquarters for San Bernardino Ranger Unit.

Inadequate

"There are sufferings that make participants and spectators inadequate to say the right thing at the right time," says Mrs. Arlington. After listing calamities like death, fires, slides and weather disasters, Mrs. Arlington notes such "sufferings are seemingly dismissed with the trite 'there are no words at a time like this'."

She adds: "Man, in his deepest involvement and concern, becomes speechless."

Reviewing her own situation, the writer recalls the first fire at her place, June 6-7, "to express a hermit's gratitude to all fire fighters." Efforts by firemen, said Mrs. Arlington, saved many things—including her office and a collection of 25 years of her writings.

More than one fire has threatened Mrs. Arlington's mountain crest residence; the first was at Noli Me Tangere No. 1—her first residence—in 1946.

The self-styled hermit came to California in 1944 with one companion: Britannia, a Dalmation, who died a decade later. "I became a hermit May 30, 1945 . . . establishing Noli Me Tangere Hermitage No. 1." She leased the 10-room adobe house and three acres. "This place had no electricity, no phone, no mail delivery."

She married Masefield T. Arlington, who died in 1953, in 1949. In 1951 he made her a birthday gift of the 120-acre site here Noli Me Tangere No. 2 is located—and remains, thanks to the efforts of fire fighters.

Lost in fires

Characteristically, Mrs. Arlington's thoughts—in addition to appreciation—are of the damage and loss of life the fires which have plagued her have brought. Lives lost were not of humans, but of "life indigenous to this hill"—lizards, snakes, squirrels, rabbits, mice, rats, gophers, skunks, opossum, bobcats, coyotes, insects, birds." And, she recalls, "We had a family of deer—I have not seen them since June 6-7 fires."

In a typical summation, Mrs. Arlington adds this: "One fire in a person's lifetime is one fire too many, just as one war in the lifetime of a wounded or dead soldier is one war too many."

Remembering her fearful June experience, Mrs. Arlington recalls the fire area as a "war zone environment."

As an observer, Mrs. Arlington says, "I observed the consistent dedication of the (fire fighters) . . . they seemed to be a breed apart from other civil servants, dedicated to serve innocent victims in the path of disaster as if they were personally involved in their own survival."

"I pondered their families, who waited for them to come home, fire after fire. I concluded these men must have a special breed of family to endure the suspense and risk."

"What makes these men dedicate their lives to fire fighting? Surely there must be an easier and safer way of making a living!"

Mrs. Arlington finds it difficult to "imagine California without forestry." She thinks there may someday be a secretary of forestry in the President's cabinet—"just as we have a secretary of defense."



Helene Arlington & Friend

Safety

Putting the odds in your favor is Hooper's goal

If a "new year's resolution" could be made for each employee of the Department of Conservation by Safety Coordinator Cassius C. Hooper it would go something like this:

"I resolve to have the right attitude about safety in 1971, for I know that all accidents have causes and can be prevented simply by putting the odds in my favor."

Unfortunately, as "Cash" Hooper knows only too well, safety isn't as simple as a new year's resolution. But safety habits, Hooper finds, are as flexible as each human's determination to do better in the coming year.

Thus, the "right attitude" becomes a key factor in safety. For example, the act of fastening seat belts after one enters an automobile could reduce fatal accidents by 50 pct. But do you do it?

Hooper talks safety almost all the time. It's lamentable that he isn't always heard.

Started in 1965

Safety, as an organized program, began for the department in 1965 when Hooper arrived from the Division of Industrial Safety to function as coordinator. In 1968, his role was altered to provide primary attention to the Division of Forestry, source of more than 90 pct. of the department's accident record by virtue of the number of employees and hazardous fire fighting mission.

Forestry, Hooper notes, "... is where we make or break the department's safety record."

After the program began five years ago, an organizational structure was established. The safety coordinator describes his role as "a stimulant, a fact-finder and a recorder of statistics." It depends on division leadership, however, if the safety program is to be an ultimate success.

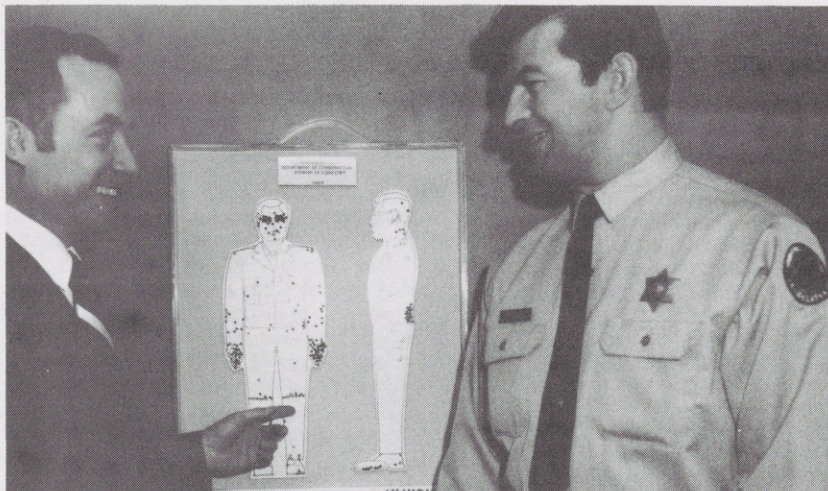
Within the division are several levels of safety committees. On top, naturally, are the state forester and chief deputy along with district deputy state foresters; they form the "division-wide safety committee."

District-wise, the deputy and his assembly of rangers become an ex-officio safety committee; and then the ranger and his assistant rangers fill a similar role within the ranger unit.

Of course, as in any "organization," everything isn't always fully organized along the lines the staff experts would like to see—and Hooper candidly concedes that there is a bit of a "hodge-podge" at lower levels. It often depends on the preferences and immediate concern for safety held by some managers.

Of prime concern to Hooper is his feeling that there is insufficient "first-line supervisory" concern about safety. He says every line officer is a safety officer too, "and is responsible and accountable for the division's safety program." At least that's what it says in the division's "Manual of Instructions."

Certainly injuries, particularly burns, resulting from fire line duty rate considerable attention. In comparison to millions of hours of work time, fire line duty produces the most injuries for department personnel.



"Here's where people get hurt," Safety Coordinator Hooper is telling Bill Boro, an instructor at the Division of Forestry Fire Academy at Lone.

One way to combat this, Hooper repeatedly tells anyone who will listen, is to wear proper safety clothing and equipment such as gloves and goggles.

New retirement program

The department's new retirement program for fire fighters, approved last year by the legislature, will perhaps "pick up" a number of potential on-the-job injuries such as back, joint and neck because older persons—who now will retire earlier—are more susceptible to that type of injury. Same is true of potential heart cases, although younger men are not entirely immune to such problems.

The biggest failure of the safety program, in Hooper's mind, is non-enforcement of safety regulations by first line supervisors. "It's here that we're really falling down," he said. And Hooper believes there would be a 50 pct. reduction in the accident rate "if we'd really get with it."

The safety coordinator lists these "action" points:

1—Supervisory personnel, such as assistant rangers and fire captains, should receive training instructions that they're responsible for properly using personnel, equipment and facilities "without accidents."

2—A "concerted effort" must be made to make managers and supervisors accountable for the safety program's results—"including disciplinary measures when they fail."

3—There needs to be greater effort in inspections, particularly of personnel, to check for safety violations—"Let's see that sleeves are rolled down ... that goggles are on."

And so, says Safety Coordinator Hooper, "We've got to motivate people." After all, he adds, "Safety is a pretty basic thing."

The safety coordinator has some doubt "from the results" that the line officer-safety officer lash-up is "fully carried out."

Forestry naturally has a pretty hazardous working environment, but through "good control of the people" safety can become a reality. At least that's the admittedly prejudiced view held by Hooper.

Human failures

Almost every accident can be traced back to a human failure, Hooper asserts.

In other words, it's usually an unsafe act that primarily results in an accident.

What kind of accidents plague the department, and the division in particular? Back injuries.

"The back injury is the most common and causes much of the time-away-from-job problem," says Hooper. And it's costly, too; costing perhaps \$100,000 annually in medical and workmen's compensation payments for the state.

Prevention appears to be reasonably simple: Know how to lift a load properly—and know what you're capable of lifting. (As a rule, a "average guy" can lift—safely—125 pounds.)

Heart problems

Another major concern is the potential of coronary attacks. Whereas back injuries cost an estimated \$100,000 annually, heart problems rank second with a tag of about \$75,000.

Well over 100 back injuries are reported annually; heart problems are fewer but more costly from a human and fiscal standpoint. It's a well-publicized fact that heart problems rank No. 1 as the killer of the American male.

Hooper wishes—but probably is realistic in doing so—that employees (and everyone) would give more attention to steps persons can take "to control themselves" and thus ward off the threat of heart problems. He cites proper diet, smoking, weight control, and sufficient exercise as examples.

There are many other problems daily confronting department personnel who worry about safety. Slips and falls, "joint" problems (knees, elbows, etc., not saloons), and burns.



Director's Message

Remember the Drohan survey?

Among the occasional topics of conversation whenever and wherever employees of the Division of Forestry gather is the status of the survey conducted last summer by Bill Drohan.

The results of the survey will shortly be presented to me for my use.

However, many of the topics discussed by the some 500 employees Drohan talked with have already become the subject of action by the department. Let's review:

Duty week

I have repeatedly told you of my determination to win an 84-hour duty week for the fire suppression group. State Assemblyman Frank P. Belotti of Eureka has introduced Assembly Bill 114 to accomplish this top priority goal.

I am firmly committed to fight for passage of the Belotti bill; it will provide a more reasonable duty week, yet is not likely to hamper our basic public mission as a statewide fire suppression organization.

I have also made it clear that I believe anything less than an 84-hour duty will hamper that effort and is not consistent with our mission.

As I told you, in the November issue of the newsletter, the reduction in the on-call demands from five to four nights a week for assistant rangers that was to take effect Jan. 1, 1971, has been implemented.

The department presently has under way the necessary surveys directed toward the establishment of a new class for assistant ranger; I told you before that this will be accomplished by spring and this remains my goal.

Meet, confer

Drohan's discussions with you emphasized the importance of the "meet and confer" approach to reviewing employee problems. This approach has already been expanded and we've met in recent weeks with representatives of employee organizations; and Lew Moran and I have made field visitations on several occasions to talk with you. More can be expected.

I intend to continue this department's approach to working cooperatively with you and with employee organization representatives to achieve the kind of working relationship we all seek.

Salaries

On the subject of salaries, this department has gone as far as it can for the time being. My personal opinion is well known to you and to the people who must apportion the available money.

Information

Further, I repeat again that progress has been made in keeping you better informed. One of the major complaints Bill heard in conducting his survey concerned the general topic, "they never tell us anything."

On Aug. 1, 1970, because of what Bill was hearing from you, we engaged the services of a journalist to act as the department's information officer and to publish a monthly newsletter.

Employee relations

In the time since Bill joined us last May as special assistant to the deputy director, we have utilized his expertise in the employee relations field in many ways, especially in conducting this survey for me.

I have made his services available to appropriate managers at the field and headquarters level of the Division of Forestry in the review of standard grievance procedures, and he will continue to perform this function and related activities.

I have found the survey invaluable to the department because it has brought into proper focus many of the problems we all knew existed. It is a tool we will continue to use.

Meanwhile, the new year has brought us more than 12 new pages for the calendar—and a gaggle of three-day weekend holidays.

Right off-the-bat we acquired a new deputy director as John Mayfield left us to take a job as the top guy for Western Developers Council. Taking John's place is Al Hill, certainly no stranger to many of you because of his work during the last two years as assistant to Secretary Ike Livermore in the Resources Agency.

And, of course, we also had the long-anticipated appointment of a new state forester to replace Francis Raymond.

I know it took a long time to finally get around to announcing the appointment, but there was a lot of ticky-tacky involved. We had to get past the establishment of the job specifications, the examination, the nomination from the Board of Forestry and, ultimately, my appointment of the new state forester.

Unfortunately, because the board did not meet until Jan. 25, to consider its nomination, that action and my appointment came too late for publication in this issue of the newsletter.

JAMES G. STEARNS
Director

New Correspondent

Carolyn Budler of the Management Services budget and systems office in Sacramento will represent her section as newsletter correspondent for the next three months.

State of California
The Resources Agency

CONSERVATION is
published monthly in Sacramento
Department of Conservation
James G. Stearns
Director of Conservation
Gerald E. Newton
Information Officer
and Editor
**

1513-10 Resources Building
1416 Ninth Street
Sacramento, CA 95814

Notes with Newton

By Jerry Newton

"... You know."

There is a saying sweeping California and the nation. At first, to a Sacramentan or a state employee, it might appear to be governmentese. It isn't.

Nearly every breathing American has skillfully inserted an intriguing new cliché into the English language: "You know..."

Hardly anyone can, you know, speak a sentence without, you know, inserting "you know" within the sentence, you know, at least, you know, one time.

No one really, you know, knows where this tricky bit of clarifying, you know, language came from. Suddenly, there it was—and everybody was saying it.

Keep track of the next conversation you have. How many times does the other person use, you know, the words. And how often, you know, do you?

This month's bumper-sticker-of-the-week is, you know, "Earth—no deposit, no return."

By the way, let's play a game. Let's call it "irrelevancies." For example, consider the most irrelevant thing that was reported in the news today—that's an "irrelevant."

We nominate the continuing mystery, or whatever it is, of Howard Hughes.

Your nomination?

No fair selecting this column.

Speaking of fairness, it's about time we mentioned two very valuable helping hands insofar as this publication is concerned. The "Type-setting" is done by the gals in the "Word Processing Center"—a relatively new operation in the Division of Forestry. And the "lay-out" work is handled monthly by Froilan Plaza Jr., in forestry's delineation section.

There's no truth to the rumor Cash Hooper doesn't buckle his seat belt when he gets into his car.

It's good that a state forester has been selected. Now maybe the punsters will stop referring to the Division of Forestry as "that topless joint in Sacramento."

And finally, the motto for the month: Eat a yardstick and live longer.

Oil problems

Several oil spill "situations" developed during January requiring the attention of the department, the Division of Oil & Gas and other state agencies.



Poster contest winner Kelli Siler and Orange County Fire Department Battalion Chief Jim Wagner display her winning entry and awards.

Orange County poster winner

ORANGE--An 11-year-old Orange County girl has been commended for her efforts in designing a poster to be used in the fire prevention program in the county.

The award was presented to Kelli Siler of Buena Park by James Wagner, a battalion chief with the Orange County Fire Dept.

Competition was sponsored by the county department along with the Division of Forestry and city fire departments.

Kelli, a sixth grader now, participated in the junior ranger program last year and drew the poster as one of the requirements to receive a badge and diploma.

Forest Ranger Elmer F. Osterman said the poster was selected from about 4,000 entries and was then forwarded to Division of Forestry headquarters in Sacramento for reproduction.

Secretary honored

SAN FRANCISCO--Resources Secty. Norman B. Livermore, Jr. has received California Anti-Litter League's "highest award of merit" for "continuing leadership in the battle against pollution."

CALL's newsletter makes this observation: "A founder of the Sierra Club's first wilderness conference, Livermore has forged the way for environmental protection in state government. Truly a man for our times."

Attorney general's ruling

It's OK to use forestry in cities

SAN FRANCISCO--It's legal to use state forestry fire fighters when a local fire department is on "strike."

Former State Atty. Gen. Thomas C. Lynch, in an opinion issued just before he left office at year's end, had the effect of a tardy blessing to the decision by Gov. Ronald Reagan to use Division of Forestry fire fighters last October during the strike of Sacramento city firemen.

"Such aid is not prohibited when required to meet serious threats to public life, health or property," the attorney general's ruling declared.

A similar ruling applies to the use of state police forces as substitutes for striking local police.

The opinion also reaffirmed prior court rulings that public employees are prohibited from striking. Accordingly, since a "strike" would be illegal in the first place, it cannot be considered as "labor controversy" under the meaning of the California Disaster Act or the California Emergency Service Act, hence state forces can be used as emergency substitutes.

Taft office engineers receive certificates

TAFT--Paul Land, associate engineer with the Division of Oil & Gas at the Taft office, received his state geology certificate recently.

Also receiving his certificate was H. "Jack" Miller, assistant engineer at the Taft office.



Land

Land has a geological engineering degree from the University of Pittsburgh. He "migrated" to California soon after and started work as a geologist for Honolulu Oil Corp. in Bakersfield in 1951.

Paul has done graduate work at University of California at Los Angeles and has been with the division since 1953.



Miller

Miller was graduated from San Diego State College in 1963 with a BA in geology. Soon after graduation he did consulting work on ore deposits and quarry sites.

In 1965, the State Department of Water Resources hired Jack in the project geology design and construction section to do geological work on the California Aqueduct Project. He took his present position last April.

Alarm routed through Michigan

REDDING--A fire alarm routed by amateur radio operators through Michigan and Sacramento proved too late to alert Division of Forestry firemen of a burning cabin at nearby Moose Lake.

A local ham operator saw the fire at the cabin of Howard Steinbach, a retired state traffic officer. The "ham" alerted an operator in Michigan, who in turn relayed the alarm to one in Sacramento. The capital city "ham" telephoned the highway patrol, which in turn called the CDF.

Damage to the cabin, a total loss, was estimated at \$15,000.

Building roads and men for 25 years



By the Riverside Enterprise

PERRIS—Robert Vinar of Perris has spent 25 years building fire stations and roads and developing men for the Division of Forestry.

He is in charge of the county road camp crews which are assigned to forestry service.

At 58, Vinar continues to hold the respect of his men, including Ranger Elmer Chambers, in charge of the (Division of Forestry in San Bernardino County). Chambers served under Capt. Vinar during his early days with the division.

During World War II, Vinar, a first sergeant in Gen. Patton's command, was stationed at Camp Haan, west of March Field.

At the end of the war, in 1945, Vinar joined the forestry. He moved up through the ranks rapidly and was assigned as fire captain at the Perris station for many years.

"When I came here, we built our own equipment from trucks and barrels. We used everything that was round and could hold water. We were called the pickle barrel brigade," Vinar reminisced.

M&G Commission elects Brovelli

By Mary Hill

LOS ANGELES—Edmond F. Brovelli Sr. of Napa was elected Jan. 12 to the chairmanship of the State Mining & Geology Board at the first board meeting of the year.

Brovelli, whose service to the state on the Mining & Geology Board began in 1962, succeeds Paul C. Henshaw of San Francisco. Brovelli is also chairman of the board of Basalt Rock Co., an affiliate of Dillingham Corp.

Other officers elected were Richard H. Jahns, vice chairman, to a second term; and Karl Steinbrugge, secretary. Dr. Jahns is dean of the School of Earth Sciences at Stanford University; Steinbrugge is a structural engineer, specializing in earthquakes, with Pacific Fire Rating Bureau in San Francisco.

Besides outgoing Chairman Henshaw and the newly elected officers, board member Philip R. Bradley attended the meeting. Bradley served as chairman for more than 20 years. Clarence R. Allen of Pasadena, the sixth member, could not attend.

There is one vacancy on the board. And as of Jan. 15, two new seats were added, making a total of nine. The two new members are to represent the "general public having an interest in and knowledge of the environment." Gov. Reagan has not yet announced who will be appointed to fill these positions.

Earthquake task force reports

WASHINGTON, D.C.—A five-point list of recommendations has been issued here by the federal task force on earthquake hazard reductions.

The task force, including California Director of Conservation James Stearns and three members of the State Mining & Geology Board, was formed in 1970 to develop "appropriate national action to reduce the human suffering and property damage attendant upon an earthquake."

The unit was chaired by Karl V. Steinbrugge, a structural engineer with Pacific Fire Rating Bureau in San Francisco and one of three M&G board members serving on the task force. Dr. Richard H. Jahns and Clarence R. Allen also served.

Fireman's Rule Upheld

California courts, in the case of Scott vs. Yeager, have again confirmed the applicability of the so-called "fireman's rule" in California.

In brief, the rule means that a "defendant"—a person sued in court by an injured fireman—cannot be held liable to that fireman where the defendant's negligence, whether active or passive, creates an apparent risk of the type usually dealt with by fireman, which is the cause of the fireman's presence and which is the direct cause of the fireman's injury.

Thus, if a fireman is injured as a direct result of a fire or explosion he is not entitled to recover damages if he was at the scene in the line of duty.

The courts have held that it is the fireman's business to deal with such hazards and in doing so he assumes the attendant risks. He therefore cannot complain of negligence in the creation of the very occasion for his professional employment.

The ruling is applicable to both paid and volunteer firemen.

'Excellent step'

Editor:

Thank you for placing my name on your mailing list for your Conservation news.

This is an excellent step toward intra-departmental communications. There is a close inter-relationship and inter-dependence between all of the resource disciplines if we are to serve the social and economic needs of our complex society.

DeWitt Nelson, Professor
Iowa State University
Ames, Iowa

Professor Nelson was director of the Department of Conservation and its predecessor, the Department of Natural Resources, from Sept. 9, 1953, until his retirement on Aug. 31, 1966; he served under three governors—Earl Warren, Goodwin J. Knight and Edmund G. Brown and held the directorship longer than any of his seven predecessors. Nelson was state forester from 1945 until his appointment as director.

Wildfire task force assembled

A task force has been assembled by Conservation Director James Stearns to review a wide array of factors relating to wildland fires.

The probe results primarily from last year's southern California fires. "The task force won't dwell on existing fire fighting mechanisms but will concentrate on means to prevent the loss of life and property," said Stearns.

Chief Deputy State Forester Lewis Moran and Deputy SFs Howard Moore and John Hastings are involved in the task force, headed by the director. Numerous representatives of fire agencies, planners, governmental organizations and foresters will also participate.

Many entries in name contest

Although the contest to select a permanent name for this publication got off to a slow start, an informed spokesman disclosed "plenty of entries" were received by the Jan. 15 deadline.

"We were a little concerned at first," a low-level spokesman for the publication's editorial panel reported.

The spokesman said "somewhere around 20 entries" will be considered when a committee meets Feb. 1 to "sift out the finalists."

The list of finalists will appear in the March issue—and readers will be asked to vote. The new name will be used effective with the July 1 issue.

It's simple

Uniform damage claims procedure

A simple procedure is available to Division of Forestry personnel seeking state reimbursement for damaged official uniforms.

The division's Manual of Instructions spells out the procedure in section 1154—"personal damage claims." The section relates to a five-year-old section in the State Administrative Manual—No. 8423, noting the provisions of the government code permitting "agencies to pay for the repair or replacement of various articles of personal property necessarily worn by employees in the course of their employment . . . when such property is damaged or destroyed through no fault of the employee."

There has apparently been some confusion among employees as to whether claims can in fact be made against the state.

Form F-61, revised and distributed to field offices last November, is to be used in submitting claims.

In addition to clothing, claims can be filed for items such as eyeglasses, hearing aids, dentures and watches. Claims must include, on Form F-61, a report describing the incident that caused the damage; a receipted bill for repairs or a statement of the actual value at time of damage if the item can't be replaced; a certificate by the employee and approval of his supervisor.

Why PTRS?

Cussed--but a modern necessity

By Jack Laven

Undoubtedly, employees of the Department of Conservation wonder "why the hell" they are required to submit a monthly time sheet and why information has to be recorded in a certain format.

The answer to the first part of the question rests with demands from outside the department for program information and subsequent internal use of program information. Rigid reporting requirements are due to strict input requirements of that non-personal monster, the computer.

In 1966 the State of California began to implement the "Programming and Budgeting System"--PABS. PABS is an attempt to provide the various levels of management, the Legislature and the public with fiscal and performance information showing what governmental organizations are doing and how much it costs. Activities are grouped by program, element, components and tasks.

To plan, manage and budget by program, cost information for programs, elements, components and tasks must be known. Since cost information was not available from previous experience and since personal services costs constituted approximately 80 pct. of the support budget, it was decided that employee effort by program was the first category of costs desirable to account for by program.

By trial in the field, the "Program Time Reporting System"--PTRS--was designed to meet this need.

The way it works

Employees record their activities each workday and at the end of the pay period submit the report to their supervisor for review and approval.

Eventually, that report is received by the department's Budget and Systems Office to be grouped with all employee time sheets and to be submitted to the Resources Agency EDP Center, where the information is keypunched. The data is processed by the computer, which prints reports based on that data.

Management reports are produced for the division, district and unit levels. These reports reflect program efforts and costs expended by employees.

Besides normal organization reports produced monthly, special reports for "assignment," "classification" and "employee reports" are available. The system can furnish a wide spectrum of program data that ranges from data for an entire division down to data for an individual employee. All past data is stored on computer tape, subject to recall.

PTRS is in its third fiscal year of operation on a departmentwide basis. The system is continually being refined to provide necessary management information for the least expenditure of resources--both employee time and data processing costs.

Improvements

Improvements in the system over the past two years have included sampling forestry fire fighters' and lookouts' time; combination of individual attendance and program time report; inclusion of budget figures on division management reports and

a decrease in the detail level of program information collected.

Another refinement being developed is the inclusion of operating expenses and equipment expenditures into PTRS cost figures. This will result in the entire support appropriation being reflected in the management reports.

PTRS is an automated system. Data stored in the PTRS files is finding additional use for personnel reports currently being automated. There are approximately 20,000 items of data which are processed monthly. Because of the large volume, it is impossible to manually tabulate the data. An example: Program data for approximately 700 employees for five months was requested by the department and was provided two days later at a cost of \$90. This would have required 800 hours of clerical effort, costing \$2,600, to produce manually.

Increased use

Use of the data by the Legislature, Governor's Cabinet, department and division headquarters has increased during the past two years. Primary use of PTRS reports has been in budget preparation. Also, PTRS data was used in making the decision to redirect effort in the geologic hazards and mineral resources conservation program from "basic geology element" to "geologic hazard element", to calculate Forestry's new overhead rate that local governments will be charged, and to calculate Mines & Geology cooperative contracts.

As the sophistication of our society grows, our department managers need better program data to manage their programs and the state administration and Legislature expect program data to be available. PTRS is providing the program data and it is "why the hell" employees are asked to conscientiously report their program efforts.

Sonora college fire agency manned by students

SONORA--Columbia College here is one of three community colleges in California operating its own fire department, staffed with students.

Acting chief of the department is McKinley Frost, fire science and heavy equipment instructor at the Tuolumne County college and a former Division of Forestry employee.

The student-staffed fire force has been a "drawing board dream" since 1968. Now it is a reality.

Acting Chief Frost began training an eight-student crew when fall quarter classes began in September. His force has full responsibility for campus fire protection.

Student firemen, selected from among 19 applicants, are on duty around the clock. All are fire science majors and are paid for 15 hours weekly.

Through a mutual aid agreement with the Division of Forestry, the college fire department is part of a radio network and has a direct line to the division's dispatch office in Sonora.

Personnel Board 'audit' in ranger units

Position sampling--"auditing"--of assistant ranger, associate ranger and business manager positions is scheduled this month in 10 ranger units throughout the state.

Department Personnel Officer Jack G. Crawford announced that State Personnel Board representatives will visit two ranger units in each of the Five Division of Forestry districts.

Crawford described the study as a "fact-finding mission," and he expects some "conclusions" about April 1.

Meanwhile, a survey of forester positions is also underway--but it's a little behind schedule.

Teacher packets available

A new conservation and fire prevention program packet designed for use by California schoolteachers in kindergarden and grades one and two was made available this month by the Division of Forestry.

Richard Ernest, conservation education and information officer at division headquarters, said a committee of teachers in southern California worked with division personnel in developing the packets.

There is an emphasis on fire prevention because statistics show approximately 25 pct. of rural and wildland fires are caused by children with matches. Over the past years, research and analysis has shown that three-fourths of all children-caused fires are started by children under 10 years of age, prompting the decision to aim the education packets at lower grades.

Packets were originally distributed to "controlled groups" of pre-school children, where a formal evaluation was preferred, Ernest said. Based on this evaluation, which includes testing of students and evaluation by teachers, the materials were revised and streamlined. The majority of teachers reported that the materials were "very useful" and an "excellent guide to teachers."

A charge of \$6 (plus tax) is made for the packets; the price covers cost of production and distribution. Packets are available from Division of Forestry headquarters in Sacramento.

Australian official visits

Dennis McLennan, inspector with the office of the Public Service Board in Canberra, Australia, met recently with Wayne Rodgers, budget and systems officer for the Department of Conservation, to discuss the impact of program budgeting on the department.

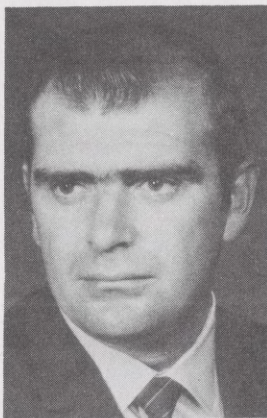
The meeting was one of several McLennan held with state budget officials concerning Planning, Programming and Budgeting Systems (PPBS) in the United States.

McLennan is the recipient of an Australian Commonwealth Public Service Board scholarship to study the development and implementation of PPBS in Canada and the United States.

His two-day visit in Sacramento was the termination of a 12-month itinerary in North America. He has now returned to Australia where he will be instrumental in implementing PPBS in that country.

Mayfield's farewell

'A challenge'



If I described the 27 months I served as deputy director of the Department of Conservation as an interesting challenge, I would be guilty of both an understatement and an over-simplification.

The fact remains, however, that it has been just that.

The department, because of the very nature of its role in serving diversified interests of the public, does indeed present an interesting challenge to each of the more than 3,000 year-round employees. I can now assure you that the "challenge" is even more keen at the executive level at which I have been privileged to serve.

Thank you for the association.

John M. Mayfield Jr.

Ceremony for Pygmy

A National Park Service plaque recognizing the Pygmy Forest Natural Landmark at Jackson State Forest in Mendocino County was formally accepted on behalf of the state Jan. 20 by Lt. Gov. Ed Reinecke—and Forestry's Dave Burns gets the credit for transporting the plaque from Mendocino to Sacramento in time for the ceremony.

Resources employees praised

Resources Secretary N. B. Livermore Jr. has joined Lt. Gov. Ed Reinecke in praising all Resources Agency employees for "enthusiastic response" in the appeal for signatures on petitions seeking better treatment of prisoners of war held by the North Vietnamese.

A new format

"Mineral Information Service"—official publication of the Division of Mines & Geology—has a new look and a new name, editor Mary Hill reports. The new title is "California Geology."

North coast statistics

FORTUNA--Statistics of the 1970 Humboldt-Del Norte Ranger Unit list total damage of \$3,856,200 from 247 reported fires in the two counties.

Belotti introduces 84-hour bill

Legislation changing the duty week of permanent fire suppression employees in the Division of Forestry from 96 to 84 hours was introduced in the State Assembly on Jan. 13.

The bill, AB 114, was authored by Assemblyman Frank P. Belotti, R-Eureka.

Language includes: "It is the policy of the state that the normal workweek of permanent employees in the fire sup-

pression classes of the Division of Forestry shall not exceed 84 hours a week. Work in excess of the designated normal workweek may be compensated for in cash or compensating time off in accordance with the regulations of the State Personnel Board."

Belotti's bill, if passed by the Legislature and signed by the governor, would become effective July 1. It carries an emergency clause allowing it to become law earlier than normal.



Reward presented for citizen's tip

Grant McClellan of Placer County receives a \$200 reward from Director James Stearns for a tip McClellan provided, leading to the conviction of two youngsters on arson charges.

Management Services

'Foxhead' bites back

By Ruth Turner
Staff Correspondent

So the wily editor thought he had outfoxed your reporter (whose kennel name just happens to be Foxhead) when he killed off the cooking—well, there are other ways of cooking than with food!

(Check the "Notes with Newton" column in last month's newsletter if the introductory paragraph needs explaining.)

The Claims Section likes to think perhaps it is the closest section in touch with the vendors who furnish the goods and services for the Department of Conservation, so with that thought in mind—what's "cooking" with the vendors these days?

The "wheel of fortune" has spun at the Office of Procurement and lo it has come to rest on Union Oil as being the new contractor for all credit card purchases of gasoline for state vehicles in 1971.

Standard 1; Mobil O

Mobil Oil Co. has lost the bulk gasoline contract to Standard Oil. We hope everyone who orders bulk deliveries has been informed of the fact.

We certainly did enjoy good rapport with Mobil and they really went out of their way to see that their computer and our sub-purchase orders got on in a friendly fashion. You recall that Standard Oil also currently has the contract for oils and greases.

Lastly, but far from least because it's going to touch some of you in the most vulnerable spot anyone has—the pocket-book—I cannot emphasize strongly enough the importance of reading and following in detail those rules set forth in the "moving guide" issued by the Traffic Management Section of the Office of Procurement, if you are about to move.

Luckily for us, the traffic manager realizes our situation and has been most cooperative in trying to get everyone the best possible prices.

As your reporter and "that nice girl with money", I cannot stress enough that you be sure and ask your supervisor for a copy of this moving guide, which sets forth the rules governing your move, some tips on good things to do in advance and pitfalls to avoid. It is bad enough to have to move in the first place, let alone having problems arise after the move has taken place.

Be sure to take your insurance with Home Insurance Co., the carrier currently under tender to the state to furnish insurance at 25 cents per 100 pounds. This is as cheap as you can obtain it anywhere and taking insurance from the carrier is currently being frowned upon the traffic manager.